

STC – Central Iowa 2005 Election Guide

Introduction

STC – Central Iowa is pleased to announce the candidates for the 2005 – 2006 Administrative Council. In addition to electing candidates, members are asked to approve amendments to our Community's Bylaws. Information about the candidates and the amendments is listed below.

2005-2006 Candidates

Candidates for the 2005 – 2006 Administrative Council for the STC – Central Iowa Community are:

Office	Candidate	About...
President	JoAnna Springsteen	JoAnna is currently a Technical Communicator in the Enterprise Project Office at American Republic Insurance Company in Des Moines. She received her B.S. degree from Iowa State University.
Vice President	Eden Picht	Eden is a Customer Service Training Specialist at American Republic Insurance Company. She has an AA degree from DMACC, and a B.A. degree from Iowa State University. She is currently working on her M.S. degree in Adult Learning, Performance, and Development at Drake University.
Treasurer	Amy Jo Kerr	Amy Jo is the Lead Business Analyst at Nationwide Insurance in Des Moines. She earned her B.A. degree from Buena Vista College, and a Master of Education from Eastern Washington State.
Secretary	Michael Gernes	Michael is a Business Analyst at Nationwide Insurance. He earned his B.A. degree from the University of Northern Iowa.

Amendments to the STC – Central Iowa Bylaws

In accordance with Article X, Section 2, of the *STC Bylaws*, a change to any part of Articles I and IV of the bylaws requires a vote of the membership to be implemented. An affirmative vote of two-thirds of the valid votes cast is necessary for the changes to pass.

Although the bylaws require a vote for Articles I and IV only, the Administrative Council of STC – Central Iowa recommends that you vote FOR the proposed changes to Articles I, II, IV, V, and VI.

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STC – Central Iowa 2005 Election Guide, Continued

Proposed Amendment, Article I

The proposed changes to the STC – Central Iowa Community Bylaws are outlined below.

Article I: Name and Objectives

∞**Section 1: Name**

∞*Current*: The name of the chapter is the Des Moines Chapter of the Society for Technical Communication.

∞*Proposed*: The name of the organization is STC – Central Iowa Community.

∞**Section 2: Objectives**

∞*Current*: The objectives of the chapter are to advance the arts and sciences of technical communication throughout central Iowa, and more broadly through association with the Society. The means to achieve the objectives are listed in the *STC Bylaws*.

∞*Proposed*: The objectives of STC – Central Iowa are to advance the arts and sciences of technical communication by encouraging research; developing educational programs and establishing scholarships; stimulating the exchange of information by means of publications, meetings, and conferences; recognizing outstanding accomplishments; cooperating with other societies and institutions in mutually beneficial projects.

Proposed Amendment, Article II

Article II: Powers and Constraints

∞**Section 1: Powers**

∞*Current*: The powers of the chapter reside in its members and are exercised on behalf of the membership by the administrative council.

∞*Proposed*: The powers of the Community reside in its members and are exercised on behalf of the membership **by an elected** administrative council.

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**Proposed
Amendment,
Article IV**

Article IV: Administrative Council

∞Section 1: Membership

∞*Current:* The administrative council consists of the elected officers of the chapter, the immediate past president, and newsletter editor. The elected officers are: president, first vice president, second vice president, secretary, and treasurer.

∞*Proposed:* The administrative council consists of elected officers of the community and the immediate past president. The elected officers are: president, vice president, secretary, and treasurer.

∞Section 2: Powers and Constraints

∞*Current:* ...Other appropriate means of communication are the chapter newsletter, telephone, or local media.

∞*Proposed:* ...Other appropriate means of communication are the Web site and other electronic communications, telephone, or local media.

∞Section 3: Duties of Council Members

∞*Item A: President*

∞*Current:* The president supervises the STC – Central Iowa Community activities and administrative council meetings, communicates with Society officials; represents the community or designates a representative at local, state, international meetings, conferences, seminars, and workshops.

∞*Proposed:* In addition to duties listed above, **the president and vice president appoint all standing committee chairs, develop and arrange regular community programs. The president supervises all committee chairs and committees, and completes official correspondence. Other duties are outlined in the *STC Bylaws*.**

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Proposed
Amendment,
Article IV,
con'd

Article IV: Administrative Council

∞ **Section 3: Duties of Council Members**

∞ *Item B: First Vice President*

∞ *Current:* The first vice-president supervises all committee chairpersons and committees; assumes the duties of the president in the absence or incapacity of the president; and also performs other duties when assigned by the president or administrative council.

∞ *Proposed:* Delete this position.

∞ *Item C: Second Vice President*

∞ *Current:* The second vice-president is also the program committee chairperson; arranges regular chapter programs; and performs other duties when assigned by the president or administrative council.

∞ *Proposed:* Delete this position.

∞ *Proposed: Item B: Vice President:* The vice-president assumes the duties of the president in the absence or incapacity of the president. The vice president and president appoint all standing committee chairs and arrange regular community programs. The vice president is also responsible for maintaining membership records and completing the annual membership drive.

∞ *Item D: Secretary*

∞ *Current:* The secretary keeps all chapter and administrative council meeting minutes and submits a copy of the last community meeting's minutes to the newsletter editor to be published in the next chapter newsletter. The secretary conducts official correspondence; signs chapter documents as required; maintains records for administrative council use; is keeper of chapter bylaws and standing guidelines; and performs other duties as assigned by the president or administrative council.

∞ *Proposed: Item C: Secretary:* The secretary keeps all chapter and administrative council meeting minutes and **submits a copy of the last community meeting's minutes to the Web site manager and administrative council within two weeks of the meeting.** The secretary conducts official correspondence; signs chapter documents as required; maintains records for administrative council use; is keeper of chapter bylaws and standing guidelines; and performs other duties as assigned by the president or administrative council.

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**Proposed
Amendment,
Article IV,
con'd**

∞ *Item F: Newsletter editor*

∞ *Current:* The newsletter editor publishes the chapter's bimonthly newsletter; distributes it to all members in a timely manner; is the chairperson of the newsletter committee; and performs other duties as assigned by the president or administrative council.

∞ *Proposed: Item E: Communications Manager:* The Communications Manager is appointed by the Administrative Council and manages the Web site and its content. If this position is vacant, duties are fulfilled by the Administrative Council.

∞ **Section 4: Terms of Office**

∞ *Current:* Officers are elected for terms of two years which commence on June 1 and conclude May 31 (two years later). They may succeed themselves in office but cannot serve more than two consecutive terms in the same office as long as they are elected through procedures outlined in these Chapter Bylaws.

∞ *Proposed:* The president and vice president are elected for one year terms which commence on June 1 and conclude May 31. The Secretary and Treasurer are elected for two year terms which commence on June 1 and conclude on May 31 (two years later). The president, vice president, secretary, and treasurer may succeed themselves in office but cannot serve more than two consecutive terms in the same office as long as they are elected through procedures outlined in these bylaws.

**Proposed
Amendments,
Article V**

Article V: Committees

∞Section 1: Chairperson Selection

- ∞*Current:* The chapter president and first vice-president are responsible for making sure that standing committees are appointed from chapter members to serve two years from the date of officer installation.
- ∞*Proposed:* The chapter president and vice-president are responsible for making sure that the standing committee chairpersons are appointed from chapter members to serve one year from the date of officer installation

∞Section 3: Standing Committees

∞*Item C: Newsletter Committee*

- ∞*Current:* The newsletter committee publishes the chapter's bi-monthly newsletter and distributes it to all members in a timely manner.
- ∞*Proposed: Communications Committee:* The communications committee is responsible for maintaining the community web site and ensuring regular updates and postings about community meetings, activities, and member achievements.

∞*Item D: Public Relations Committee*

- ∞*Current:* The public relations committee publicizes the chapter's meetings, activities, and member achievements.
- ∞*Proposed:* Delete. Incorporated into Communications Committee

∞*Item E: Student Writing Competition*

- ∞*Current:* The student writing competition committee announces the competition to area high schools, judges entries, provides awards, forwards winning entries to the international competition, and publishes the winners' names locally.
- ∞*Proposed: Continuing Education Committee:* The Continuing Education Committee promotes the Continuing Education Grant program to members, collects and evaluates applications, and makes awards to members.

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**Proposed
Amendments,
Article VI**

Article VI: Chapter Activities

Section 1: Officer Nominations

∞ *Item A: Officer Nominations*

∞ *Current:* The nominating committee will convene in January (of an election year) prior to the March election meeting.

∞ *Proposed:* The nominating committee will convene in March prior to the May election conducted on line.

Section 2: Chapter Elections

∞ *Current:* Chapter elections will be conducted at the March meeting and members must be notified of the slate of officers at least three weeks before this meeting. Ballots will be mailed to members. Election is by majority vote of members. Officers will be installed during the May meeting.

∞ *Proposed:* Chapter elections will be conducted on line through the community web site and members must be notified of the slate of officers in April of the election year. Ballots will be e-mailed to members. Election is by majority vote of members. Officers will be installed during the May meeting.
